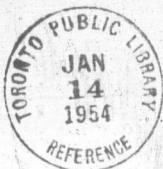


Lindsay
Public
Library

Annual Statement

For the Year 1899.



H99732

The Public Library Board.

...1899...

F. D. MOORE, Esq. Chairman
T. W. POOLE, Esq., M.D. Treasurer.
E. A. HARDY, Esq., B.A. Secretary

F. D. MOORE, Esq.
F. BLANCHARD, Esq., M.D.,
REV. J. W. MACMILLAN, B.A.

} Appointed by the Town Council.

His Honor JUDGE HARDING
WM. FLAVELLE, Esq.,
E. A. HARDY, Esq., B.A.

} Appointed by the Board of Education

T. W. POOLE, Esq. M D
W. STEERS, Esq.

} Appointed by Separate School Board.

G. E. BRODERICK, Esq., appointed by East Victoria Teachers' Association.

His Worship MAYOR THOS. WALTERS, Ex-officio.

COMMITTEES FOR 1899.

Library and Reading Room :

JUDGE HARDING, *Chairman*, REV. J. W. MACMILLAN,
G. E. BRODERICK, Dr. BLANCHARD, E. A. HARDY.

Finance :

F. D. MOORE, *Chairman*, W. STEERS, MAYOR WALTERS,
W. FLAVELLE, DR. POOLE.

General Statement.

In presenting the first annual statement of the Public Library as a Free Library, it is necessary to note that the term of office of the present Board covers the latter part of the Library Year 1898-99, and the whole of the Library Year 1899. This is owing to the change in the regulations of the Education Department, whereby the Library Year is made to end on Dec. 31st, instead of April 30th, as formerly.

This report will be found to cover the whole period of the re-organization of the Library, in addition to the necessary government statements for 1899, covering only May to Dec. 1899. The reports of the Special Committee on Library organization, of the Library and Reading Room Committee, of the Librarian, and of the Treasurer, give in detail the work accomplished during the year. The Board gratefully acknowledge the general public interest in the Library.

F. D. MOORE, Chairman.

E. A. HARDY, Secretary.

Lindsay, Jan. 8th, 1900.

The Annual Report of Library and Reading-Room Committee.

GENTLEMEN,—The work of the Library and Reading-Room Committee this year has fallen into three sections : 1st, to supplement the work of the Special Committee on Library arrangements and fixtures ; 2nd, to select books for year and periodicals for 1900; and 3rd, to issue a new catalogue. In the discharge of each of these duties the Committee has spent a great deal of time.

The Committee is able to report that the Library is now in good working condition. New shelving has given largely increased accommodation. The Library is fairly supplied with appliances for its work. A receiving wicket has been conveniently placed, catalogues have been placed in the Reading Room, and full directions as to the use of the book cart-slips provided. The work of the Library, especially the receiving and issuing of books, can now be carried on rapidly and easily.

In the selection of new books the Committee has taken especial care. Lists of books are made monthly by the Secretary from lists sent in by members of the Committee and of the Board, from suggestions by the public, from notices in the leading English and American reviews and from announcements of the principal English, American and Canadian publishers. These lists are typewritten and sent to each member of the Committee some days before their regular meeting. The Committee make their selection from the lists, and their report is sent to the Board for their approval or revision. Over 1500 books have been considered by the Committee this year and 616 books have been placed on the shelves. The Committee have endeavored to pay due regard to all classes of readers and gladly welcome suggestions from any interested in books. In the selection of the periodicals for 1900, the Committee have endeavored to recognize our growing relations with the Mother Country and with the U.S., and have accordingly placed on the tables the Spectator and the Outlook, two great English weeklies, and the N. Y. Herald, a leading American daily. They regret that the cost of an English daily is so great as to be prohibitive.

The new catalogue has occasioned considerable labor. The first question that arises in a library like ours is to determine the kind of catalogue, whether it is to be a dictionary or a classified catalogue. The Committee has endeavored to combine both features. The History and Voyages selections are classified according to continents and sub classified as to countries. Science and General Literature are partly classified and partly alphabetical. Biography, Miscellaneous and Fiction are alphabetically arranged. Juvenile Boys and Poetry are alphabetically arranged by authors. Juvenile Girls and Little Ones, Religion and Reference, are arranged consecutively. The documents, reports and pamphlets have been carefully classified and sub classified. The general principle has been to make a catalogue that will be simple for the reader who wants fiction only or mostly, that will tell the more studious reader what the Library contains on a given subject, and that will be educative, especially to junior readers. Your Committee trust that they have done something to secure these ends.

The Committee call special attention to the Juvenile department. Believing that the Board of a Public Library has a grave responsibility in the matter of juvenile literature, the Committee has endeavored to form a Juvenile department that will counteract the pernicious reading so widely circulated among our boys and girls. The Library contained many books of interest to the juniors, but they were scattered through Fiction, Voyages, General Literature and Miscellaneous and other departments. These have been gathered into one section, and a large number of the latest juveniles added. These, again, have been arranged in three departments, so that now we have 228 Boys, 37 Girls and 25 Little Ones. This last class is intended for little folks of from 4 to 10 years of age, and has been found to be very popular. The Committee wish here to publicly thank the business men and others whose advertisements materially lightened the cost of the catalogue.

The report of the circulation, the membership and the cash receipts from the Library are herewith given in detail. These statistics will be found gratifying, and serve to show how great a hold the Library has already gained with the town, and indicate in some way its future possibilities. Two especially encouraging features are the membership among the children and the membership in the township, among the farmers and others.

J. E. HARDING, Chairman.
E. A. HARDY, Secretary.

Statement of the Work of the Special Committee on Library Fittings, etc., 1899.

In connection with the reorganization of the Library it was deemed advisable to appoint a special committee of Judge Harding, Rev. J. W. Macmillan and Mr. E. A. Hardy, to gather information on several important matters and to make recommendations to the Board thereon.

The committee corresponded with the Public Libraries in Toronto, Hamilton, Guelph and Kingston; also with the Boston Public Library, the University of the State of New York, and the American Library Association. The committee made four reports to the Board, covering a great many details. The more important items are here given:

—It was determined to adopt the "slip and tray" charging system for keeping records of the books issued. This is the system in general use in large libraries and is very simple and expeditious.

—The forms for applications for borrowers' tickets and guarantee by ratepayer, for borrowers' card, book call slips and book plates, were either copied directly from the Toronto and Hamilton Public Library forms, or modified to suit local needs.

—An A. L. A. accession book for the record of publisher, date, price, etc., of each new book, and a register of borrowers, were ordered.

—New shelving in the Library greatly increasing its capacity, a large issuing wicket, and bulletin boards and catalogue shelf in the Reading Room, were provided.

—A careful inventory was made of the books and all the other property of the Library.

—A motto and crest was adopted and suitable stationery procured.

—By-laws for the Board, regulations for the Librarian's duties and regulations regarding membership were drawn, based on local experience and on the by laws and regulations of the Toronto Public Library.

Grateful acknowledgement is here made of the kind response to inquiries of Mr. James Bain, Toronto Public Library, Mr. R. T. Lancefield, Hamilton Public Library, Mr. Wm. Tytler, Guelph Public Library, Mr. Herbert Putnam, Boston Public Library, Mr. Melvil Dewey, University of State of New York, Albany, N.Y., and Mr. Henry J. Carr, Secretary American Library Association, Scranton, Pa.

J. E. HARDING, Chairman.

E. A. HARDY, Secretary.

STATISTICS OF CIRCULATION AND MEMBERSHIP During Period of Free Library, March 22nd to December 31st, 1899.

1899	History	Biography	Voyages	General Literature	Miscellaneous	Periodicals	Juveniles : Boys	Juveniles : Girls	Juveniles : Little Ones	Poetry	Religion	Science	Fiction	Total	Borrowers Ticket	Sale of Catalogues	Fines	Total	New Membership	Total Membership
March.....	16	6	13	28	3	—	—	—	—	7	0	11	187	271	\$10.65	\$1.00	—	\$11.65	219	—
April.....	47	17	80	85	32	—	—	—	—	24	4	29	925	1246	7.65	2.60	\$2.14	12.39	150	369
May.....	62	13	33	82	37	—	36	—	—	21	4	27	1086	1401	4.15	1.40	3.88	9.43	72	441
June.....	34	7	30	51	29	—	53	—	—	19	7	13	847	1030	1.60	.35	3.98	5.93	38	479
July.....	29	15	36	61	17	5	67	9	2	17	2	12	912	1184	2.90	—	3.83	6.73	61	540
August.....	22	7	34	36	21	17	48	36	—	10	0	13	855	1099	1.60	—	4.15	5.75	32	572
September.....	49	24	45	52	23	37	56	39	—	34	5	21	968	1353	3.15	—	3.46	6.61	58	630
October.....	44	26	48	48	30	47	78	23	—	35	3	25	1091	1498	2.45	—	3.43	5.88	49	679
November.....	75	22	74	70	36	61	96	23	—	31	9	41	1140	1678	2.40	—	3.25	5.65	49	728
December.....	61	16	52	35	30	54	144	12	6	19	5	29	954	1417	.90	2.90	1.08	4.88	18	746
	439	153	445	548	258	221	578	142	8	220	39	221	8965	12237	\$37.45	\$8.25	\$29.20	\$74.90		

Statistical Report for Library Year, May 1st to Dec. 31st, 1899.

Receipts.

I. Bal. on hand.....	\$ 68 48
Municipal rate.....	548 70
Government grant.....	200 00
Sale of Magazines.....	4 35
Entertainments, etc.....	
Other sources.....	
Bal. on debenture.....	\$200 00
Fines.....	27 06
Borrowers' Tickets.....	19 15
Sale of Catalogues.....	4 65
Advt's in Catalogue.....	39 00
Peterboro Review re- bate.....	3 00
To balance.....	3 46
	<u>296 32</u>
	1117 85

Expenditures.

II. Light.....	\$ 43 38
Salaries.....	181 64
Books, Fiction.....	91 61
Books, not Fiction.....	317 35
Binding.....	54 58
Miscellaneous.....	
Insurance.....	\$ 14 40
Note.....	200 00
Catalogues.....	95 40
Commission collect ing advts.....	13 65
Stationery.....	19 10
Shelving, fixtures etc.....	31 75
Postage.....	5 12
Cleaning Library.....	4 00
Interest.....	2 75
Cartage.....	3 70
Typewriting.....	3 75
P. O. Box.....	1 50
Printing.....	33 12
Blank Book.....	1 05
	<u>429 29</u>
	1117 85

III. Donations in books (23 volumes) value of \$20 00.

IV. Assets.

Value of books.....	\$7000 00
Fixtures.....	200 00
	<u>\$3200 00</u>

Liabilities

To balance.....	\$ 3 46
Rent.....	100 00
	<u>\$103 46</u>

V. Volumes purchased this year. Volumes in Library. Volumes issued.

History.....	51	319	376
Biography.....	11	144	130
Voyages and Travels.....	27	207	352
Science and Art.....	24	305	181
General Literature.....	133	520	1384
General Literature.....	20	G. L. 187	G. L. 435
Juveniles: Boys.....	35	J. B. 228	J. B. 578
Juveniles: Girls.....	13	J. G. 37	J. G. 142
Juveniles: Little Ones.....	16	J. L. 25	J. L. 8
Bound Periodicals.....	49	B. P. 49	B. P. 221
Poetry.....	11	101	186
Religious Literature.....	13	48	35
Fiction.....	108	997	7853
Miscellaneous.....	0	104	223
Reference.....	1	264
	<u>379</u>	<u>3015</u>	<u>10720</u>

VI. Newspapers and Magazines.

Daily.....	7	Weekly.....	16	Monthly.....	26	Total.....	49
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VII. Number of borrowers (or members) 756.

December 61 16 52 35 30 54 144 12 6 19 5 29 954 1417 18 746
439 153 445 548 258 221 578 142 8 220 39 221 8965 12237 \$37.45 \$8.25\$29.20 \$74.90

Statistical Report for 1898-1899.

<i>Receipts.</i>		<i>Expenditures.</i>	
I. Bal. on hand	\$ 10 12	II. Rent, light and heating	\$ 337 91
Members' Fees	86 25	Salaries	129 16
Legislative grant	88 20	Books, Fiction	75 06
County grant	50 00	Books, not Fiction	200 63
Town grant	100 00	Binding	50 33
Sale of Magazines etc	37 95	Magazines papers, etc	122 00
Other sources	838 64	Miscellaneous	227 59
(Including Debenture, \$800)		Bal. on hand	68 48
	1211 16		1211 16
III. Donations in books (29 volumes) value of \$20 00		VI. No. of members, 73	
IV. Assets.	Liabilities.	VII. Newspapers, Magazines, etc.	
Value of books	\$2300 00	Note	\$ 200 00
Value of other assets	300 00	Sundries	10 00
(Including bal. on debenture, \$300.			\$210 00
Cash on hand	68 48		44
	\$2668 48		
V. Volumes purchased this year.	Volumes in Library.	Volumes issued.	
History	33	278	281
Biography	9	133	87
Voyages and Travels	13	202	307
Science and Art	19	287	167
General Literature	52	193	328
Poetry	16	95	103
Religious Literature	8	35	9
Fiction	92	982	2923
Miscellaneous	0	175	220
Reference	0	247	25
	— 242	— 2627	— 4450

Statistical Report for 1897-1898.

<i>Receipts.</i>		<i>Expenditures.</i>	
I. Bal. on hand	\$ 21 27	II. Rent, light and heating	\$ 137 00
Members' fees	141 25	Salaries	125 00
Legislative grant	99 40	Books, Fiction	12 93
County grant	50 00	Books, not Fiction	30 34
Town grant	100 00	Magazines papers, etc	106 65
Sale of Magazines, etc.	35 15	Miscellaneous	281 25
Other sources	204 22	Bal on hand	10 12
	711 29		711 29
III. No. of members, 131		V. Newspapers, Magazines, etc.	
IV. Assets.	Liabilities.	Daily	6
Value of books	\$ 2000 00	Weekly	17
Other assets	275 00	Monthly	22
Cash on hand	10 12		\$ 450 00
	\$ 2285 12		45
V. Volumes purchased this year.	Volumes in Library.	Volumes issued.	
History	30	244	223
Biography	—	120	29
Voyages and Travels	5	188	138
Science and Art	4	265	72
General Literature	7	136	80
Poetry	2	76	33
Religious Literature	—	27	1
Fiction	16	890	1901
Miscellaneous	—	138	172
Reference	—	218	—
	64	— 2302	— 2649